

<b>PHA 5-Year and Annual Plan</b>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226 Expires 4/30/2011</b>
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<b>1.0</b>	<b>PHA Information</b> PHA Name: <u>ODESSA HOUSING AUTHORITY</u> PHA Code: <u>TX455</u> PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>10/2012</u>				
<b>2.0</b>	<b>Inventory</b> (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>73</u> Number of HCV units: <u>1043</u>				
<b>3.0</b>	<b>Submission Type</b> <input checked="" type="checkbox"/> 5-Year and Annual Plan <input checked="" type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only				
<b>4.0</b>	<b>PHA Consortia</b> <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)				
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program PH HCV
	PHA 1:				
	PHA 2:				
	PHA 3:				
<b>5.0</b>	<b>5-Year Plan.</b> Complete items 5.1 and 5.2 only at 5-Year Plan update.				
<b>5.1</b>	<b>Mission.</b> State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years: <b>The mission of the OHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.</b>				
<b>5.2</b>	<b>Goals and Objectives.</b> Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. <b>GOAL #1: Expand the supply of assisted housing</b> The OHA objectives is to reduce public housing vacancies and to keep lease up on the Housing Choice Voucher Program at 98% to 100%. <b>GOAL #2: Improve the quality of assisted housing</b> The OHA established the following objectives to meet goal #2: The OHA met its goal with the Public Housing Authority, 2011 PHAS Score from 63 to High Performer Score of 97. The voucher Program SEMAP score received was 100 High Performer. The OHA has been a High Performer on the Section 8 Voucher Program for past 3 years. Increase customer satisfaction. Concentrate on efforts to improve specific management functions: public housing finance; voucher unit inspections. Renovate or modernize public housing units <b>GOAL #3: Increase assisted housing choices</b> The OHA established the following objectives to strive in meeting goal #3: Provide voucher mobility counseling; Conduct outreach efforts to potential voucher landlords; Increase voucher payment standards; continue with outreach with the voucher homeownership program. <b>GOAL #4: Provide an improved living environment</b> The OHA implemented public housing security improvements. <b>GOAL #5: Promote self-sufficiency and asset development of families and individuals</b> The OHA established the following objectives to meet goal #5: Increase the number and percentage of employed persons in assisted families; and provide or attract supportive services to improve assistance recipients' employability. <b>GOAL #6: Ensure Equal Opportunity in Housing for all American</b> The OHA established the following objectives to strive to meet goal #6: Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability. Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability; Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required.  <b>OTHER OHA GOALS and OBJECTIVES: below</b>  The Odessa Housing Authority in conjunction with the Odessa Elderly Housing Corporation completed Phase II at the Key West Senior Village, a Tax Credit Property for Seniors and Persons with disabilities, with an additional 36 units. The complex opened its doors on April 17, 2002 and has maintained 100% occupancy since its inception. The construction of the additional 36 units was completed by June 30, 2010. All units are occupied at 100%.				

6.0	<p><b>PHA Plan Update</b></p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:  <b>The following PHA Plan elements marked "X" have been revised since the last Annual Plan submission by the Odessa Housing Authority.</b>  <b>"N/C" denotes NO CHANGE and "N/A" denotes NOT APPLICABLE.</b></p> <p><u>  X  </u> 903.7 (1) Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures</p> <p><u>  X  </u> 903.7 (2) Financial Resources</p> <p><u>  X  </u> 903.7(3) Rent Determination</p> <p><u>  X  </u> 903.7 (4) Operations and Management</p> <p><u> N/C </u> 903.7 (5) Grievance Procedures</p> <p><u>  X  </u> 903.7 (6) Designated Housing for Elderly and Disabled Families</p> <p><u>  X  </u> 903.7 (7) Community Service and Self-Sufficiency</p> <p><u>  X  </u> 903.7 (8) Safety and Crime Prevention</p> <p><u>  X  </u> 903.7 (9) Pets</p> <p><u>  X  </u> 903.7 (10) Civil Rights Certification</p> <p><u>  X  </u> 903.7 (11) Fiscal Year Audit</p> <p><u>  X  </u> 903.7 (12) Asset Management</p> <p><u> N/C </u> 903.7 (13) Violence Against Women Act (VAWA)</p>
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**PHA Plan Elements****903.7 (1) Eligibility, Selection and admissions Policies, including deconcentration and Wait List Procedures****A. Public Housing**

Public Housing policies that govern resident or tenant eligibility, selection and admission (including preferences), unit assignment, procedures to maintaining waiting list for admission to public housing and site-based waiting lists (if applicable).

**(1) Eligibility**

The OHA verifies eligibility for admission to public housing when families are within a certain number of being offered a unit: (5 to 10)

The OHA uses the following non-income screening factors to establish eligibility for admission to public housing:  
Criminal or Drug-related activity and former Landlord verification

The OHA requests criminal records from the following enforcement agencies for screening purposes:  
Local law enforcement agencies  
State Law enforcement agencies

**(2) Waiting List Organization (Selection and Assignment)**

The OHA uses site based waiting lists for public housing

Interested persons apply for admission to public housing at  
The OHA Public Housing development site office

The OHA has site based waiting lists. It has 4 sites

Families may be on more than one list simultaneously. At 4 sites.

Interested persons can obtain more information about and sign up to be on the site based waiting lists below:

- a. The OHA main administrative office
- b. All PHA development management offices
- c. Management offices at developments with site-based waiting lists
- d. At the development to which they would like to apply

**(3) Preferences****(a) Income targeting:**

The OHA does not plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing families at or below 30% of median area income.

It is the policy of the OHA that transfers will take precedence over new admissions in the following circumstances:

- a) Emergencies
- b) Over housed
- c) Under housed
- d) Medical Justification
- e) Administrative reasons determined by the PHA (e.g., to permit modernization work)

**(b) Preferences**

The OHA does not have local preferences (other than date and time of application). Local preferences were abolished and approved by the Board of Commissioners December 17, 2009.

**(4) Unit Assignment**

Applicants are ordinarily given one vacant unit choice before they fall to the bottom of, or are removed from the waiting list.  
This policy is consistent across all waiting lists.

**(5) Occupancy**

Applicants and residents may use the following reference materials to obtain information about the rules of occupancy of public housing.

- 1) The PHA-resident lease
- 2) The PHA's Admissions and Continued Occupancy Policy
- 3) PHA briefing seminars or written materials

Residents must notify the PHA of changes in family composition:

- 1) At an annual reexamination and lease renewal
- 2) Any time family composition changes
- 3) At family request for revision

**(6) Deconcentration and Income Mixing**

The PHA has performed its annual deconcentration and income mixing analysis to determine if the PHA has any general occupancy public housing developments covered by the deconcentration rule. The analysis results follow:

The PHA does not have any general occupancy public housing developments covered by the deconcentration rule.

**B. Section 8**

**1) Eligibility**

The OHA screening conducted is as follows:

Criminal or drug-related activity only to the extent required by law or regulation.

The OHA uses the following criminal screening to establish eligibility for admissions to Section 8 Voucher Program:

Criminal records from local law enforcement agencies.

Criminal records from State law enforcement agencies

The OHA shares the following with prospective landlords:

Criminal or drug-related activity.

**2) Waiting List Organization:**

The section 8 tenant-based assistance waiting list is not merged with the Federal public housing

Federal moderate rehabilitation.

Interested persons apply for admission to section 8 tenant-based assistance at the OHA Main Administrative Office.

**SEARCH TIME:**

The OHA gives extensions on standard 60-day period to search for a unit as follows:

a) only for medical reasons, must provide a physicians/hospital statement

**a) Income targeting:**

The OHA does not plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the Section 8 program to families at or below 30% of median area income.

b) The OHA does not have former federal preferences (other than date and time). The local preferences were abolished and approved by the Board of Commissioners on December 17, 2009.

**3) Special Purpose Section 8 Assistance Programs**

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program:

1) The Section 8 Administrative Plan

2) Other – the OHA received 19 opt out vouchers May, 07.

b. How does the OHA announce the availability of any special-purpose section 8 programs to the public?

Opt outs as per HUD notification.

**903.7 (2) Financial Resources**

Sources	Planned \$	Planned Uses
<b>1. Federal Grants (FY 2010 grants)</b>		
a) Public Housing Operating Fund	\$266,000	
b) Public Housing Capital Fund	\$174,513	
c) HOPE VI Revitalization	0	
d) HOPE VI Demolition	0	
e) Annual Contributions for Section 8	\$5,500,000	
f) Public Housing Drug Elimination	0	
g) Resident Opportunity & Self Sufficiency	0	
h) Community Development Block Grant	0	
i) HOME	0	
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated Funds only) list below:</b>	0	
<b>3. Public Housing Dwelling Rental Income</b>	\$128,000	
<b>4. Other income (list below)</b>		
Interest Earned	\$400	
<b>5. Non-federal sources (list below)</b>	0	
<b>TOTAL RESOURCES</b>	<b>\$6,069,513</b>	

6.0	<p><b>903.7 (3) Rent Determination Policies</b></p> <p>A. Public Housing</p> <p>(1) Income Based Rent Policies</p> <p>a. Use of discretionary policies The OHA will employ discretionary rent setting policies for income based rent in public housing. Income- based rents are set at the higher of: 30% of adjusted monthly income; or 10% of unadjusted monthly income; or Welfare rent; or Minimum rent</p> <p>b. Minimum Rent The PHA's minimum rent is \$50.00 The PHA has not adopted discretionary minimum rent hardship exemption policies.</p> <p>c. Rents set at less than 305 than adjusted income The PHA does not plan to charge rents as a fixed amount or percentage less than 30% of adjusted income.</p> <p>d. Discretionary deductions and/or exclusion policies The PHA does not plan to employ any discretionary (optional) deductions and/or exclusions policies.</p> <p>e. Ceiling Rents The PHA does not have ceiling rents.</p> <p>f. Rent Re-determinations Between annual income reexaminations, the tenant is required to report changes in income for family composition to the PHA such that the changes result in an adjustment to rent as follows:</p> <ul style="list-style-type: none"> <li>- Any time the family experiences an income increase</li> <li>- Individual Savings Accounts</li> </ul> <p>The PHA does not plan to implement individual savings accounts for residents as an alternative to the required 12 month disallowance of earned income and phasing in of the rent increase in the next year.</p> <p>(2) Flat Rents The PHA used the following sources of information in setting the market-based flat rents to establish comparability.</p> <ul style="list-style-type: none"> <li>- Survey of similar unassisted units in the neighborhood.</li> </ul> <p>B. Section 8 Tenant Based Assistance:</p> <p>(a) The PHA's payment standard:</p> <ul style="list-style-type: none"> <li>- Above 100% but at or below 110% of FMR</li> </ul> <p>(b) How often are payment standards reevaluated for adequacy?</p> <ul style="list-style-type: none"> <li>- Annually</li> </ul> <p>(c) What factors will the PHA consider in its assessment of the adequacy of its payment standard?</p> <ul style="list-style-type: none"> <li>- Success rates of assisted families</li> <li>- Rent burdens of assisted families</li> </ul>
6.0	<p><b>903.7(4) Operation and Management</b></p> <p>1) PHA Management Structure</p> <p>a. A brief description of the management structure and organization of the PHA follows:</p> <ul style="list-style-type: none"> <li>- Board of Commissioners</li> <li>- Executive Director</li> <li>-Assistant Director</li> <li>-Finance Director</li> <li>-Section 8 Homeownership</li> <li>-Counselors/Inspectors</li> <li>-Housing Coordinators</li> <li>-Receptionist</li> <li>-Maintenance</li> </ul>

b. HUD Programs Under PHA Management

Program Name	Units or Families Served At Year Beginning 2010	Expected Turnover
Public Housing	73	
Section 8 Vouchers	1043	
Section 8 Certificates	0	
Section 8 Mod Rehab	0	
Special Purpose Section 8 Certificates/Vouchers	0	
Public Housing Drug Elimination Program	0	
Other Federal Programs (list Individually)	0	
Landmark Apts. Sec 8 New Construction	108	

c. Management and Maintenance Policies

The PHA has adopted the following policies that contain the Agency's rules, standards, and policies that govern management, operation, and maintenance of the Public Housing and Section 8 assistance programs.

- 1) Public Housing Maintenance and Management: (list below)  
Admissions and Continued Occupancy Policy
- 2) Section 8 Management: (list below)  
Section 8 Administrative Plan

6.0 903.7(5) Grievance Procedures **NO CHANGE**

**A. Public Housing**

The PHA has not established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing.

Residents or applicants who desire to initiate the PHA grievance process should contact the following:

- PHA main administrative office
- PHA development management offices

**B. Section 8 Tenant-Based Assistance**

The PHA has not established any written grievance procedures in addition to federal requirements found at 24 CFR 982.

Applicants or assisted families who desire to initiate an informal review and informal hearing Process should contact the following:

- PHA main administrative office

- 6.0 903.7 (6) Designated Housing for Elderly and Disabled Families  
The PHA has not designated or applied for approval to designate or plan to apply to designate any public Housing for occupancy only by the elderly families or only by families with disabilities.
- 903.7 (7) Community Service and Self-Sufficiency

**A. PHA Coordination with the Welfare (TANF) Agency**

1. The PHA has entered into a cooperative agreement with the TANF Agency to share information and/or target supportive services (as contemplated by section 12 (d) (7) of the Housing Act of 1937.) **On-going verbal agreement**
2. Other coordination efforts between the PHA and TANF agency :
  - client referral
  - Information sharing regarding mutual clients (for rent determinations and otherwise).

**B. Services and programs offered to residents and participants.**

**(1) General**

**a. Self-sufficiency policies**

The PHA will employ the following discretionary policies to enhance the economic and Social self-sufficiency of assisted families in the following areas:

- Public housing rent determination policies
- Public housing admissions policies

**(2) Family Self Sufficiency programs N/A**

**C. Welfare Benefit Reductions**

The PHA is complying with the statutory requirements of section 12 (d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program Requirements) by:

- Adopting appropriate changes to the PHA's public housing rent determination policies and train Staff to carry out those policies
- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies

**D. Community Service Requirement**

Pursuant to section 12 (c) of the U.S. Housing Act of 1937 the PHA will comply with requirements of community service by identifying the number of tenants required to perform community service, the number of tenants granted exemptions, the number of tenants in non-compliance, and the number of tenants terminated/evicted due to non-compliance for FY 2010-11 follows:

- Number of tenants performing community service: 74
- Number of tenants granted exemptions: 39
- Number of tenants in non-compliance: 12
- Number of tenants terminated/evicted due to non-compliance: 0

**903.7 (8) Safety and Crime Prevention Measures**

The PHA's plan for safety and crime preventions to ensure the safety of the public housing residents is addressed below:

**A. Need for measures to ensure the safety of public housing residents**

1. Description of the need for measures to ensure the safety of public housing residents.
  - Because of contract Security Officers there is a lower level of crime related activities in the Developments.
2. Information or data used by the PHA to determine the need for PHA actions to improve Safety of residents:

	<ul style="list-style-type: none"> <li>- Analysis of crime statistics over time for crimes committed “in and around” public housing authority</li> <li>- Analysis of cost trends over time for repair of vandalism and removal of graffiti</li> <li>- Resident reports</li> <li>- PHA employee reports</li> <li>- Police reports</li> </ul> <p>3. Developments that are most affected: The development located at 10<sup>th</sup> Street and Harless is the most affected due to large number of units.</p> <p>B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake I the next PHA Fiscal year.</p> <p>1. List of crime prevention activities the PHA has undertaken or plans to undertake: - The PHA has continued to contract security officers at the development</p> <p>2. Developments that are most affected? The development located at 10<sup>th</sup> Street and Harless.</p> <p>C. Coordination between PHA and the police.</p> <p>1. Description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities:</p> <ul style="list-style-type: none"> <li>- Police involvement in development, implementation, and/or ongoing evaluation of drug-Elimination plan</li> <li>- Police provide crime data to housing authority staff for analysis and action</li> <li>- Police have established a physical presence on housing authority property (e.g. Contract police)</li> <li>- Police regularly testify in and otherwise support eviction cases</li> <li>- Police regularly meet with the PHA management and residents</li> <li>- Agreement between PHA and local law enforcement agency for provision of above-baseline Law enforcement services</li> </ul> <p>2. Developments that are most affected: Development at 10<sup>th</sup> Street and Harless</p> <p>903.7 (9) Pets</p> <p>Residents are permitted to own and keep common domesticated household pets. Residents will register their pet with the Authority BEFORE it is brought onto the Authority premises, and will update the registration annually. Pet owners must agree to abide by the PHA’s Pet Ownership Policy.</p> <p>903.7 (10) Civil Rights Certification (24 CFR Part 903.7)</p> <p>Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.</p> <p>903.7 (11) Fiscal Audit The PHA is required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act Of 1937 (42 U.S.C. 1437c(h)). The most recent fiscal year audit was submitted to HUD. There were no findings as the result of that audit.</p> <p>903.7(12) PHA Asset Management N/A</p>
6.0	903.7(13) Violence Against Women Act (VAWA) NO CHANGE



Housing Authority of the City of Odessa  
VAWA Support and Assistance Statement

The Housing authority of the City of Odessa has incorporated in its PHA Plan goals and objectives and procedures the applicable provisions of the Violence Against Women and Reauthorization Act of 2005 (VAWA) to support or assist victims of domestic violence, dating violence, or stalking.

The PHA goal to provide an improved living environment is being met by the PHA by its effort to implement measures to assist victims of domestic violence in avoiding their abusers and continuing occupancy in public housing.

Towards its effort to meet the PHA goal to promote self-sufficiency and asset development of assisted households the PHA has monthly resident council meetings on site with speakers from various agencies and organizations who provide information, programs, literature, etc. on how to protect themselves and who to call for assistance if they find themselves as a victim of domestic violence.

It is the PHA's intent to maintain compliance with all applicable requirements imposed by VAWA.

The PHA efforts may include to:

- Provide and maintain housing opportunities for victims of domestic violence, dating violence, Or stalking;
- Create and maintain collaborative partnerships between PHA, victim service providers, law enforcement authorities, and other supportive groups to promote the safety and well-being of victims of domestic violence, dating violence, or stalking (whether actual or imminent threat) who are assisted by PHA;
- Ensure the physical safety of victims of domestic violence, dating violence, or stalking (whether actual or imminent threat) who are assisted by PHA; maintain compliance with all applicable requirements imposed by VAWA;
- Take appropriate action in response to an incident or incidents of domestic violence, dating violence, or stalking, affecting families or individuals assisted by PHA.

The Housing authority of the City of Odessa has trained its staff on the required confidentiality issues imposed by VAWA.

903.7 (14) Other Information

A. Resident Advisory Board Recommendations

- 1.) The PHA did receive comments from two (2) members from the Resident Advisory Board.
  - 2.) Below are the comments:
    - more lighting at the site located at 10<sup>th</sup> & Harless
    - landscaping at the site on 10<sup>th</sup> & Harless needs upgrading, weeds & sprinklers
    - also would like to have the clothes lines and posts repaired
  - 3.) How were the comments addressed by the PHA?
    - The comments were considered and the lighting was immediately fixed by contacting the local electric company and had them replace the bulbs
- - Landscaping was addressed immediately also, a contractor was brought in to maintain the grounds, the sprinklers will also be maintained
  - - the PHA is going to use 2008 CFP funds to repair/replace the clothes lines and posts as needed

B. Description of Election process for Residents on the PHA Board

The PHA does not meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937.

1. The process taken by the PHA was to mail letters to all residents stating the PHA was in the Process of initiating the Annual Plan and anyone interested in serving on the Resident Advisory Board to contact the PHA office. There were two residents who were interested and made the scheduled meetings. Sign in Sheets dated February 28, 2012 and March 6, 2012 are documented with signatures of OHA staff and two Resident Advisory members, Mr. Daryl Cross and Ms. Rita Barrientes attending and providing ideas and or recommendations to ensure the development continues to have curb appeal and is a safe, healthy, environment to all residents and families.

<p>7.0</p>	<p><b>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.</b></p> <p>a. HOPE VI or Mixed Finance Modernization or Development. N/A</p> <p>b. Demolition and/or Disposition. The OHA does not plan to conduct any demolition or disposition activities in the plan Fiscal Year.</p> <p>c. Conversion of Public Housing. N/A</p> <p>d. Homeownership  The OHA administers a homeownership program for Section 8 Vouchers. Currently five (5) families are on the Homeownership Program. Outreach is provided monthly during group briefings.</p> <p>e. <b>Project-based Vouchers.</b>  The Section 8 Project-based Voucher Program Policy was made part of the Section 8 Administrative Plan pursuant to 24 CFR, Part 983 and presented and approved by the Board of Commissioners on December 17, 2009. The Section 8 Project-Based Voucher Program goal is designed to accomplish two major objectives for the Odessa Housing Authority:  1) to maintain or increase the supply of assisted rental housing for eligible individuals or families; and  2) to improve the efficiency and utilization of the Section 8 Housing Choice Voucher Program.</p> <p><b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable.</p>
<p>8.0</p>	<p><b>Capital Fund Program Annual Statement/Performance and Evaluation Report.</b> As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing. <b>Attached Capital Fund Program and Annual Statement/P&amp;E Report for CF 2010, &amp; CF 2011</b></p>
<p>8.1</p>	<p>REQUIRED reports are included with the PHA Annual Plan for FY 2012</p> <ul style="list-style-type: none"> <li>• 2012 Capital Fund Program Annual Statement – attachment tx455a01</li> <li>• 2011 Performance and Evaluation Report -</li> <li>• 2010 Performance and Evaluation Report –</li> <li>•</li> </ul>
<p>8.2</p>	<p><b>Capital Fund Program Five-Year Action Plan.</b> As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan. <i>Please see attached Capital Fund Program Five-Year Action Plan.</i></p> <p>REQUIRED report is included as following attachment:</p> <ul style="list-style-type: none"> <li>• <b>FY 2012 Capital Fund Program 5 Year Action Plan (2012 – 2016 )</b></li> <li>•</li> </ul>
<p>8.3</p>	<p><b>Capital Fund Financing Program (CFFP).</b>  <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements. N/A</p>

**Housing Needs.** Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.

Housing Needs of Families in the Jurisdiction By Family Type							
Family Type	Overall	Affordability	Supply	Quality	Accessibility	Size	Location
Income <= 30% of AMI	2200	5	5	5	3	3	3
Income > 30% but <= 50% of AMI	1304	5	5	5	3	3	3
Income >50% but <80% of AMI	691	5	5	5	3	3	3
Elderly	606	4	4	4	4	4	4
Families with Disabilities	N/A	N/A	N/A	N/A	N/A	N/A	N/A
White/non Hispanic	1048	4	4	4	2	3	3
Black/African American	865	4	4	4	2	3	3
W/Hispanic	2282	4	4	4	2	3	
Native Indian/ Alaskan Native	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Asian	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Native Hawaiian/Other Pacific Islander	N/A	N/A	N/A	N/A	N/A	N/A	N/A

What sources of information did the PHA use to conduct this analysis? (Check all that apply)

- ☒ Consolidated Plan of the Jurisdiction/City of Odessa  
Indicate year: **2010-2014**
- ☒ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset (\*Note: the CHAS Database does not contain a needs section for families with disabilities)
- N/A American Housing Survey data, Indicate year:
- N/A Other housing market Study; Indicate year:
- N/A Other sources: (list and indicate year of information)

## Housing Needs of Families on the Waiting List

Waiting List type: (select one)

☒ Combined Section 8 and Public Housing

	# of families	% of total families	Annual Turnover
Waiting List Total	293		5%
Extremely low income<=30% AMI	245		
Very low income >30%but <=50% AMI	33		
Low income >50% but < 80% AMI	15		
Families with children	244		
Elderly families	28		
Families with Disabilities	21		
White/Hispanic	147		
White/Non-Hispanic	60		
Black/African American	82		
American Indian/Alaska Native	0		
Asian	4		
Native Hawaiian/Other Pacific Islander	0		
Characteristics by Bedroom Size (Public Housing Only)			
1 BR	34		
2 BR	19		
3 BR	9		
4 BR	6		
5 BR	N/A		
5 + BR	N/A		

Is the waiting list closed?

The waiting list for Public Housing is **NOT** closed.

The waiting list for Housing Choice Voucher was opened February thru March; closed in May 2012.

How long has it been closed: as of May 3, 2012.

Does the PHA expect to reopen the list in the PHA Plan year? YES

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? NO

**Strategy for Addressing Housing Needs.** Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. **Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.**

Strategies

Need: Shortage of affordable housing for all eligible population

PHA shall maximize the number of affordable units available to the PHA within its current resources by:

- Reduce turnover time for vacated public housing units
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Participate in the Consolidated Plan development process to ensure coordination with broader community Strategies

PHA shall increase the number of affordable housing units by:

- Leverage affordable housing resources in the community through the creation of mixed finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance

Need: Specific Family Types: Families at or below 30% of median

PHA shall target available assistance to families at or below 30% of AMI  
Adopt rent policies to support and encourage work

Need: Specific Family Types: Families at or below 50% of median  
PHA shall target available assistance to families at or below 50% of AMI  
Adopt rent policies to support and encourage work

9.1

Need: Specific Family Types: The Elderly  
PHA shall target available assistance to the elderly: N/A

Need: Specific Family Types: Families with Disabilities

PHA shall target available assistance to Families with Disabilities:

- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Affirmatively market to local non-profit agencies that assist families with disabilities

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs.

PHA shall increase awareness of PHA resources among families of races and ethnicities with disproportionate needs.

PHA shall conduct activities to affirmatively further fair housing: N/A

Reason for Selecting Strategies;

- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board

**Additional Information.** Describe the following, as well as any additional information HUD has requested.

- (a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan.

**The OHA continues to go forward in meeting the goals in the 5 year Plan and progress made.**

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

- o PHA Goal: Expand the supply of assisted housing

Objectives:

Leverage private or other public funds to create additional housing opportunities:

- o **Progress Statement:** The Odessa Housing Authority in conjunction with the Odessa Elderly Housing Corporation completed Phase II of an additional 36 units at Key West Senior Village, a tax credit property for Seniors and Person with Disabilities. The initial 120 unit complex opened its doors on April 17, 2002 and has maintained 100% occupancy since its inception. The construction of the additional 36 units completed by June 30, 2010 and all units are at 100% occupancy.
- o PHA Goal: Improve the quality of assisted housing

Objectives:

- o Improve public housing management: (PHAS score for FY 2011 was 100, High Performer)
- o Increase customer satisfaction
- o Renovate or modernize public housing units

**Progress Statement:** The Odessa Housing Authority has a high demand of families needing housing assistance. The Public Housing waiting list is has 68 applicants and a waiting period of 6 to 12 months. The Housing Choice Voucher waiting list has 225 applicants after purging over 1000 applicants last year, 2011. The Odessa Housing Authority opened the Section 8 Voucher waiting list February thru March of 2012 and currently have 225 applicants on the S8V waiting list.

HUD Strategic Goal: Improve community quality of life and economic vitality

- o PHA Goal: Improve community quality of life and economic vitality

Objectives:

- o Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

- o PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

- Increase the number and percentage of employed persons in assisted families
- Provide or attract supportive services to improve assistance recipients employability:
- Provide or attract services to increase independence for the elderly or families with disabilities.

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

- o PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
- Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability
- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:

**Progress Statement:** Actions taken to meet underserved needs by developing affordable housing and assisting poverty level households. Coordinate resources with tax credit in order to provide housing for elderly.

- (b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification" (Pursuant to 24 CFR, Part 903, Public Housing Agency Plans, Final rule, Section 903.7 the criteria for "significant amendment" and "substantial deviation/modification" to the 5-Year Plan and Annual Plan includes but is not limited to the following:

- Any change to the Mission Statement;
- 50% deletion from or addition to the goals and objectives as a whole;
- 50% or more decrease in the quantifiable measurement of any individual goal or objective;
- 50% variance in the funds projected in the Capital Fund Program Annual Statement or 5 Yr Action Plan
- Any increase or decrease over 50% in the funds projected in the Financial Resource Statement and/or the Capital Fund Program Annual Statement; Additions of non-emergency work items of developments not included in the latest Board of Commissioners approved Physical Needs Assessment (items not included in the current Annual Statement or 5 Yr Action Plan);
- Any changes in a policy or procedure that requires a separate notification to residents, such as HOPE VI, Public Housing conversion, Demolition/Disposition, Designated Housing or Homeownership programs; and
- Any change inconsistent with the local, approved Consolidated Plan.

11.0	<p><b>Required Submission for HUD Field Office Review.</b> In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <ul style="list-style-type: none"> <li>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</li> <li>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</li> <li>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</li> <li>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</li> <li>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</li> <li>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.</li> <li>(g) Challenged Elements</li> <li>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</li> <li>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</li> </ul>
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Annual Statement/Performance and Evaluation Report  
Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 4/30/2011

<b>Part I: Summary</b>		<b>PHA Name: Odessa Housing Authority</b>		<b>Grant Type and Number</b> Capital Fund Program Grant No: TX21P455501-12 Replacement Housing Factor Grant No: Date of CFFP:		<b>FFY of Grant: 10/2012</b> <b>FFY of Grant Approval:</b>	
<input checked="" type="checkbox"/> <b>Type of Grant</b> <input checked="" type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/Emergencies</b> <input type="checkbox"/> <b>Performance and Evaluation Report for Period Ending:</b>		<input type="checkbox"/> <b>Revised Annual Statement (revision no: )</b> <input type="checkbox"/> <b>Final Performance and Evaluation Report</b>					
<b>Line</b>	<b>Summary by Development Account</b>	<b>Original</b>	<b>Total Estimated Cost</b>	<b>Revised<sup>2</sup></b>	<b>Obligated</b>	<b>Total Actual Cost<sup>1</sup></b>	<b>Expended</b>
1	Total non-CFP Funds						
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>						
3	1408 Management Improvements						
4	1410 Administration (may not exceed 10% of line 21)						
5	1411 Audit						
6	1415 Liquidated Damages						
7	1430 Fees and Costs		\$1,308.00				
8	1440 Site Acquisition						
9	1450 Site Improvement						
10	1460 Dwelling Structures		\$80,000.00				
11	1465.1 Dwelling Equipment—Nonexpendable						
12	1470 Non-dwelling Structures						
13	1475 Non-dwelling Equipment						
14	1485 Demolition						
15	1492 Moving to Work Demonstration						
16	1495.1 Relocation Costs						
17	1499 Development Activities <sup>4</sup>						

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

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Annual Statement/Performance and Evaluation Report  
Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 4/30/2011

<b>Part I: Summary</b>		<b>FFY of Grant: 10/2012</b>	
<b>PHA Name:</b> Odessa Housing Authority	<b>Grant Type and Number:</b> Capital Fund Program Grant No: TX21P455501-12 Replacement Housing Factor Grant No: Date of CFFP:	<b>FFY of Grant Approval:</b>	
<b>Type of Grant</b> <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Summary by Development Account <input type="checkbox"/> Final Performance and Evaluation Report			
<b>Line</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>	<b>Total Actual Cost<sup>1</sup></b>
		<b>Original</b>	<b>Revised<sup>2</sup></b>
18a	1501 Collateralization or Debt Service paid by the PHA		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant: (sum of lines 2 - 19)	\$81,308.00	
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
<b>Signature of Executive Director:</b> <i>[Signature]</i>		<b>Signature of Public Housing Director</b> <i>[Signature]</i>	
<b>Date:</b> <i>July 5, 2012</i>		<b>Date:</b>	

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 4/30/2011

**PHA Name: Odessa Housing Authority**

Grant Type and Number

Capital Fund Program Grant No: TX21P455501-12

Federal FY of Grant: 10/2012

[illegible]

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 4/30/2011

PHA Name: Odessa Housing Authority

Capital Fund Program Grant No: TX21P455501-12  
 CFPP (Yes/ No):  
 Replacement Housing Factor Grant No:

## Federal FFY of Grant: 10/2012

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 4/30/2011

PHA Name: ODESSA HOUSING AUTHORITY

**Federal FY of Grant: 10/2012**

<sup>1</sup> Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 4/30/2011

**PHA Name: Odessa Housing Authority**

**Federal FFY of Grant: 10/2012**

[illegible]<sup>1</sup> Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.



# Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
Expires 4/30/2001

## Part I: Summary

PHA Name/Number		Locality (City/County & State)			<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development Number and Name	Work Statement for Year 1	Work Statement for Year 2	Work Statement for Year 3	Work Statement for Year 4	Work Statement for Year 5	
A. TX45500001P Odessa Housing	FFY 2012	FFY 2013	FFY 2014	FFY 2015	FFY 2016	
B. Physical Improvements Subtotal	Annual Statement	\$225,000	225,000	225,000	225,000	
C. Management Improvements		\$ 5,000	5,000	5,000	5,000	
D. PHA-Wide Non-dwelling Structures and Equipment						
E. Administration						
F. Other (Fees & Costs)		\$ 5,000	5,000	5,000	5,000	
G. Operations						
H. Demolition						
I. Development						
J. Capital Fund Financing – Debt Service						
K. Total CFP Funds		\$235,000	\$235,000	\$235,000	\$235,000	
L. Total Non-CFP Funds						
M. Grand Total						

**U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
Expires 4/30/2001**

[illegible]

**U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing**

**Expires 4/30/2001**

Work Statement for Year 2013  
 FFY 2013

Work Statement for Year 1 FFY 2012	Work Statement for Year 2013			Work Statement for Year: 2014		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See	Complete New Roofs	All 4-sites	\$91,000	Replace Floor tile	73 – units	\$175,000
Annual	Resurface Parking Lots	All 4-sites	50,000	Washing Machine connectors	73-units	50,000
Statement	Replace all ext doors	73 units	\$50,000			
	Truck w/Utility Bed	1	\$34,000			

**Civil Rights Certification**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
Expires 4/30/2011

**Civil Rights Certification****Annual Certification and Board Resolution**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioner, I approve the submission of the Plan for the PHA of which this document is a part and make the following certification and agreement with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing.

Odessa Housing Authority

TX455

PHA Name

PHA Number/HA Code

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Bernadine H. Spears

Title

Executive Director

Signature

*Bernadine H. Spears*

Date

*July 5, 2012*

**Certification by State or Local  
Official of PHA Plans Consistency  
with the Consolidated Plan**

**U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
Expires 4/30/2011**

**Certification by State or Local Official of PHA Plans Consistency with the  
Consolidated Plan**

I, Michael Marrero the Assistant City Manager, Community Services certify that the Five Year and Annual PHA Plan of the Odessa Housing Authority is consistent with the Consolidated Plan of the City of Odessa prepared pursuant to 24 CFR Part 91.



Signed / Dated by Appropriate State or Local Official